

**Meeting Minutes**  
**SOUTH DAKOTA BOARD OF ACCOUNTANCY**  
Conference Call  
December 5, 2018 9:00 a.m. CT

Chair Deidre Budahl called the meeting to order at 9:00 a.m. Nicole Kasin called the roll. A quorum was present.

**Members Present:** Jay Tolsma, Marty Guindon, David Pummel, Jeff Smith, Jeff Strand, and Deidre Budahl.

**Others Present:** Nicole Kasin, Executive Director, Julie Iverson, Sr. Secretary, and Graham Oey, Staff Attorney.

Laura Coome, SD CPA Society, joined the meeting at 9:01.

The chair opened the floor for public comment. No comments were received.

David Pummel made a motion to approve the agenda. Jeff Strand seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

Jeff Strand made a motion to approve the October 23, 2018 meeting minutes. Marty Guindon seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

David Pummel made a motion to approve the issuance of individual certificates and firm permits through November 30, 2018. Jeff Smith seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

The Board discussed the CPE extension request from Steve Wagner.

David Pummel made a motion to deny Steve Wagner's request for a 2<sup>nd</sup> CPE extension based on Wagner failing to meet the requirements of ARSD 20:75:04:10 and to have the Board suspend his license for a period of 3 months, with 3 months held in abeyance for 1 year subject to Wagner: completing necessary CPE by December 31, 2018, paying an administrative fine of \$250 due within 30 days, and complying with the laws and rules of the Board. In addition, Wagner will not be granted CPE extensions for 3 years and is subject to a CPE audit. Marty Guindon seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

The Board discussed the committee's recommendations for the criteria the board should consider in the RFP for the Agreed Upon Procedure. This was tabled until the January 16, 2019 meeting.

Executive Director Kasin discussed her report with an update on CPE audits and the rules change process.

David Pummel made a motion to approve the financial statements through October 2018. Marty Guindon seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

David Pummel made a motion to ratify the purchase of office equipment up to \$24,000. Jeff Strand seconded the motion. A roll call vote was taken. **MOTION PASSED.** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

The Board reviewed the report on the CPA exam grades for the 58th Window.

Marty Guindon made a motion to ratify the CPA exam scores for the 58th window through September 2018. David Pummel seconded the motion. A roll call vote was taken. **MOTION PASSED** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

The Board discussed the AICPA Board of Examiners Meeting highlights from October 4-5, 2018; the NASBA Board of Directors Meeting minutes from July 20, 2018; the NASBA Board of Directors Meeting highlights from October 26, 2018; the NASBA Executive Summary and Report October focus questions; and the NASBA UAA Model Rule Change.

The Board answered the NASBA Quarterly Focus Questions.

Laura Coome left the meeting at 9:37.

David Pummel made a motion to enter executive session for the deliberative process for peer reviews, an off-site request, and a personnel issue. Jay Tolsma seconded the motion. A roll call vote was taken. **MOTION PASSED** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

The Board came out of executive session.

Marty Guindon made a motion to accept the peer reviews and the off-site request as discussed in executive session. David Pummel seconded the motion. A roll call vote was taken. **MOTION PASSED** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

David Pummel made a motion for the Board to support a pay increase for the Executive Director, Nicole Kasin. Marty Guindon seconded the motion. A roll call vote was taken. **MOTION PASSED** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

**FUTURE MEETING DATES** (all times CT)

January 16, 2019 8:30 a.m. conference call

March 20, 2019 8:30 a.m. conference call

April 23, 2019 9:00 conference call; in-person, if needed

David Pummel made a motion to adjourn the meeting. Jeff Smith seconded the motion. A roll call vote was taken. **MOTION PASSED** (Tolsma -yea; Guindon -yea; Pummel-yea; Smith-yea; Strand-yea; Budahl-yea)

All business having come before the board was concluded and Chair Deidre Budahl adjourned the meeting at 10:12 a.m.

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Deidre Budahl, CPA, Chair

Attest: \_\_\_\_\_  
Nicole Kasin, Executive Director

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Jeff Smith, Sec/Treasurer